

UNITED STATES DISTRICT COURT ■ EASTERN DISTRICT OF WASHINGTON

Transcript Designation and Ordering Form

This form should be completed by the party ordering the transcript

You must contact the Court Reporter to make financial arrangements

U.S. Court of Appeals Case No. _____ U.S. District Court Case No. _____

Short Case Title _____

Date Notice of Appeal Filed by Clerk of the District Court _____

1. **Name of Court Reporter/FTR:** _____

Date of Hearing/Court Rec # **Type of Proceedings**

_____	_____
_____	_____
_____	_____
_____	_____

2. **Name of Court Reporter/FTR:** _____

Date of Hearing/Court Rec # **Type of Proceedings**

_____	_____
_____	_____
_____	_____
_____	_____

3. **Name of Court Reporter/FTR:** _____

Date of Hearing/Court Rec # **Type of Proceedings**

_____	_____
_____	_____
_____	_____
_____	_____

(Attach additional page for designations, if necessary)

- ☐ I do not intend to designate any portion of the transcript and will notify all counsel of this intention.
- ☐ As retained counsel, a pro se litigant, a U.S. Attorney or a Federal Defender, I request a copy of the transcript and guarantee payment to the reporter of the cost thereof upon demand. I further agree to pay for work done prior to cancellation of this order.
- ☐ As appointed counsel, I certify an appropriate order authorizing preparation of the transcript at the expense of the United States has been, or within seven (7) days thereof will be, obtained and delivered to the reporter. I agree to recommend payment for work done prior to cancellation of this order.

Date transcript ordered _____ Party you represent _____

Type or print name of attorney/pro se litigant _____

Signature of attorney/pro se litigant _____ Phone No. _____

Address _____